

JOB DESCRIPTION

Source:	Federal Work Study
Department:	Admissions Office
Location:	Admissions Office
Job Number:	
Job Title:	Student Worker
Pay Rate:	\$6.55 / hour
Supervisor:	Melissa Howell
Duties include:	
<ul style="list-style-type: none">• Using a copier.• Other misc. clerical duties assigned by supervisor.	
Requirements:	
<ul style="list-style-type: none">• Good organizational and communications skills required.	